



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20543

RQ-2

Donna Schalansky, Treasurer
Sacramento County Republican Party- Federal
1329 Howe Avenue Suite 209
Sacramento, CA 95825

Identification Number: C00254490

APR 02 2003

Reference: April Quarterly Report (1/01/02-3/31/02)

Dear Ms. Schalansky:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-On Schedule H3 supporting Line 18 of the Detailed Summary Page, you have failed to provide a breakdown of transfers received by the federal account. Please amend your report to include the missing information.

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule(s) H4 of your report to clarify the following description(s): "reimb. Ofc. Sup.", "reimb. Ofc. & fair sup.", "reimb. Ofc.sup/post", and "reimb. Post/ofc sup". For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

A response or amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local

number is (202) 694-1130.

Sincerely,



Jane Parks
Campaign Finance Analyst
Reports Analysis Division

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